

**Topics Tentatively Scheduled for Study Session Discussion
and
Topics Requested for Action at Future Business Meetings of the
Thirtieth Town Council of Highland**

This meeting will be convened as an in person meeting.

Topic: Town of Highland, IN - Town Council Study Session

Time: February 19, 2024 06:30 PM Central Time (US and Canada)

This meeting contributes to Agenda building for the plenary meeting. Please, also be aware of the running enrolled list of matters that are likely for the plenary meeting, subject to review by the municipal executive. By practice and local ordinance, study sessions are distinguished from plenary (regular business) meetings of the Town Council "as they shall be conducted with less formality and with no votes or final actions of a dispositive nature unless provided otherwise by proper notice, pursuant to IC [5-14-1.5](#) et seq." (Confer HMC Section 2.05.130(3))

x. Discussion: Appointments.

• Statutory Boards and Commissions

Executive Appointments (May be made in meeting or at another time)

1. **Municipal Plan Commission** (1) appointment to be made by Town Council President. *(Note: Currently held by Olga Briseno, (D) term ending 1st Monday January 2024. No more than two (2) of any party. Current composition is two (2) Republicans, one (1) Democrat. There can be no more than 2 of the same party.*
2. **Advisory Board of Zoning Appeals:** (1) appointment to be made by Town Council President. This appointment only necessary if there is a change to the appointment on the Plan Commission. It must be a member of the Plan Commission and not the same one appointed by the Plan Commission. *(term is co-extensive with their Plan Commission term for which there is no fixed term)*
3. **Waterworks Board of Directors:** (1) appointment to be made by Town Council President. *(Note: Formerly held by Curt Schroeder (D), term ending 1st Monday January 2025). Current composition of the board is two Republicans and two Democrats. No more than three of any one party under state law.*

Home Rule Commissions or Boards

4. **Tree Board:** (2) appointments, to be made by the municipal executive, but requiring nomination from the Town Council. *(Positions currently held by Joan Roback, Bernie Zemen and Mary Ann Brunt.)*
 - a. Nomination by the Town Council. *(The council would pass a motion to nominate.)*
 - b. Appointment by executive. *(If nominee is acceptable, the Town Council President may appoint.)*
5. **Shared Ethics Advisory Commission.** (1) appointment to be made by Town Council President. *(Note: Fill vacancy made by resignation of Rev. Tim Huizenga.) (Made pursuant to Article 5, Subdivision (A) of the Interlocal Cooperation Agreement Establishing the Shared Ethics Entity. Qualifications are to be persons who live work or hold property in the county. Further persons appointed must be of good character and not hold any positions within the local government.)*

Legislative Appointments

Home Rule Commissions

1. **Main Street Bureau Board:** (6) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2025. *There are currently 12 of the 17 in place and serving. Currently serving are Rhonda Bloch, Ben Reinhart, Renee Reinhart, Allan Simmons, Diane Barr-Roumbus, James Roumbus, Sandra McKnight, Teri Yovkovich, Sandy Ray, Kathy Smailis, Ben Tomera and Laura Pilewski.*
3. **Community Events Commission Multi-year positions:** (1) appointment to be made by the Town Council. **Term: 4 years.** *(Note: Currently vacant)*

Single year positions: (9) appointments to be made by the Town Council. **Term: 1 year.** There are currently 5 of the 9 in place and serving. *(Note: Currently serving, Rachael Carter, Olga Briseno, Kathy Camp-Burke, Linda Carter and Jack Rowe)*

The Town of Highland acknowledges its responsibility to comply with the American with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, etc.) for participation in or access to Municipal sponsored public programs, services and or meetings, the Town of Highland requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and or meeting. To make arrangements, contact the ADA Coordinator for the Town of Highland at (219) 972-7595.

- x. **Discussion: Municipal Plan Commission** (1) appointment to be made by Town Council President. *(Note: Currently held by Olga Briseno, (D) term ending 1st Monday January 2024. No more than two (2) of any party. Current composition is two (2) Republicans, one (1) Democrat. There can be no more than 2 of the same party.*

Democrats who have applied: Allan Simons; Brad Neal; Brandon Dothager; John Mackey;

- x. **Discussion: Renewal of Group Dental Plan.** Pursuant to HMC Section 3.05.040 (D), the Town Council is the exclusive purchasing authority for all insurance. *Current provider, MetLife rates **are proposed** for renewal at Employee only at \$38.59; Employee and Spouse at \$79.66; Employee plus children \$79.69 and for Employee and family at \$130.92 per month; The Brown Insurance Group is the agent of record. Renewal is effective March 1, 2024*
- x. **Discussion:** An Agreement between The Idea Factory and the Town of Highland to perform Professional Communications and Media Design and Development services for the Municipality for the year 2024.
- x. **Discussion: Authorizing the proper officer to publish legal notice of a public hearing:** Authorize a public hearing to consider proposed additional appropriations for Monday, March 11, 2024. **MCCD Fund, \$21,500;**
- x. **Discussion:** Finding and Determining Certain Personal Property of the Municipality as no Longer Needed for the Purposes for which Originally Acquired or Have Been Left in the Custody of an Officer or Employee of the Town of Highland and Have remained unclaimed for more than one (1) year or have been deemed worthless and of no market value, and further authorizing and approving disposal or transfer of said property to a charity called Grace Without Borders.

Computer	Dell	OPTIPLEX 5050	BJY0MN2	1747	4/10/2018
Computer	Dell	OPTIPLEX 5050	BJX3MN2	1748	4/10/2018
Computer	Dell	OPTIPLEX 5050	BJY1MN2	1749	4/10/2018
Computer	Dell	OPTIPLEX 5050	BJW0MN2	1750	4/10/2018
Computer	Dell	OPTIPLEX 5050	BJY2MN2	1751	4/10/2018
Computer	Dell	OPTIPLEX 5050	BJXZLN2	1752	4/10/2018
Computer	Dell	OPTIPLEX 5050	BJW3MN2	1753	4/10/2018

- x. **Discussion: Meeting with the Highland Neighbors for Sustainability .** (Resolution 2022-31 sunset on 12/31/2023)

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- x. **Discussion:** Authorizing the Metropolitan Police Chief to purchase from Motorola Solutions Inc. three (3) in-car cameras.
- x. **Discussion:** Authorizing the Metropolitan Police Chief to purchase from Carrier & Gable, Inc. eight (8) GPS Pre Emption Vehicle Kit Series 2000.

- **Plenary Business Meeting of Monday February 26, 2024**

- Minutes of the Meeting of Monday, February 12, 2024.
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